

RESEARCH APPLICATION (Presidential Libraries)

LIBRARY ADDRESS, TELEPHONE, FAX AND E-MAIL ADDRESS

APPLICANT'S NAME <i>(Last, First, Middle Initial)</i>		PERMANENT TELEPHONE NO.
PERMANENT ADDRESS <i>(Street, City, State, ZIP Code)</i>	LOCAL ADDRESS <i>(Street, City, State, ZIP Code)</i>	LOCAL TELEPHONE NO.
ANTICIPATED DATE OF ARRIVAL		E-MAIL ADDRESS
TYPE OF APPLICATION <input type="checkbox"/> New <input type="checkbox"/> Renewal	IDENTIFICATION <i>(example: drivers license, student ID, passport, researcher ID, etc.)</i>	

This information, although not required for obtaining an identification card, would aid our archivist in assisting your research

OCCUPATION	NAME AND ADDRESS OF EMPLOYER OR INSTITUTION
DESCRIPTION OF PROPOSED RESEARCH <i>(Identify topic specifically, e.g., date span, research area, full name of biographical subject, etc.)</i>	

TYPE OF RESEARCHER

EXPECTED RESULT OF RESEARCH

- | | | | |
|--|--|----------------------------------|---|
| <input type="checkbox"/> Course Paper | <input type="checkbox"/> Masters Thesis | <input type="checkbox"/> Article | <input type="checkbox"/> Other <i>(Specify)</i> |
| <input type="checkbox"/> Senior Thesis | <input type="checkbox"/> Ph.D Dissertation | <input type="checkbox"/> Book | <input type="checkbox"/> _____ |

TENTATIVE TITLE

NAME OF INSTRUCTOR, THESIS OR DISSERTATION DIRECTOR

MAY NARA PERSONNEL ADVISE OTHER INDIVIDUALS
OF THE SUBJECT OF YOUR RESEARCH?

☐ Yes ☐ No

MAY NARA PERSONNEL ADVISE OTHER INDIVIDUALS WHICH
REFERENCE ITEMS WERE SERVED TO YOU?

☐ Yes ☐ No

I have read 36CFR1254.6 (Regulations for the public use of records in the National Archives and Records Administration), and I will comply with those regulations.

APPLICANT'S SIGNATURE	DATE
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FOR LIBRARY USE ONLY

SIGNATURE AND TITLE OF APPROVING OFFICER	DATE	CARD NO.
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In compliance with the Privacy Act of 1974, the following information is provided:

Solicitation of the information is authorized by 44 U.S.C. 2104. Disclosure of the information is voluntary; however, the effect of not providing the information is that a researcher identification card will not be issued to the individual. A researcher identification card is required for research using other than microfilm records. The information in the box on the front of this form is optional, and is not required to obtain a researcher identification card.

The information provided will be used to identify and record individuals who use records in the National Archives, records center, and Presidential libraries, to determine records that the individual should use, to enable later contact with the individual if additional information is found or if problems with the records are discovered, and to mail notices of events and programs of interest to users of the records.

The information may be transferred to appropriate Federal, State, local, or foreign agencies when relevant to civil, criminal, or regulatory investigations or prosecutions; the information may be disclosed by NARA to an expert, consultant, or a contractor of NARA to the extent necessary for them to assist NARA in the performance of its duties; the information may be disclosed to the U.S. Department of Justice or to a court or adjudicative body in cases involving the mutilation or unlawful removal of the records.

PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT

The information requested on this form is being collected and used by NARA in order to screen individuals, to identify which types of records they should use, and to allow further contact. You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Public burden reporting for this collection of information is estimated to be 5 minutes per response. Send comments regarding the burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to National Archives and Records Administration (NHP), 8601 Adelphi Road, College Park, MD 20740-6001. DO NOT SEND COMPLETED FORMS TO THIS ADDRESS.

RESEARCH ROOM RULES (for complete research room rules, see General Information Leaflet Number 2, "Regulations for the Public Use of Records in the National Archives.")

Researchers may not bring into most research rooms, overcoats, raincoats, hats, or similar apparel; brief cases, suitcases, daypacks, purses, or similar containers for personal property; notebooks, notepapers, notecards, folders and other containers for papers not essential to the researcher's work requirements. These personal items should be stored in lockers or other storage facilities conveniently located outside research rooms and must be removed each night.

Typewriters, personal computers, tape recorders, and hand-held cameras may be brought into the research room only after inspection and only if their use will not disturb other researchers. Hand-held wallets and coin purses for carrying currency, coins, credit cards, keys, drivers licenses and other identification cards may be brought into the research rooms. Notes, references, lists of records to be consulted, and other materials may be admitted if they are essential to the researcher's work. All equipment, personal possessions, and documentary materials are subject to inspection when the researcher enters or leaves the research room.

Researchers must exercise all possible care to prevent damage to the records. Records must not be leaned on, written on, folded anew, traced, or handled in any way likely to cause damage. Only one box or one folder of loose paper may be opened at any time. Eating, smoking, drinking, loud talking or other activities likely to disturb other researchers are prohibited in research rooms.

Failure to abide by these rules and the rules in "Regulations for the Public Use of Records in the National Archives" may result in the revocation of the researcher identification card.